

Montana Department of Public Health & Human Services	Policy
	MT CACFP 2000-5 Rev 3
	Section: All Institutions
Child and Adult Care Food Program	Subject: Non-Discrimination
	Date Revised: 6/1/2014

### NON-DISCRIMINATION STATEMENT

The Child & Adult Care Food Program (CACFP) is a federally funded program which requires the inclusion of the complete USDA nondiscrimination statement, or inclusion of the short version of the nondiscrimination statement, on all informational materials disseminated to the public. The purpose of the statement is to inform applicants, participants, and potentially eligible persons of the program availability, program rights and responsibilities, the policy of non-discrimination, and the procedure for filing a complaint.

The following complete nondiscrimination statement must be used on all information distributed to parents, guardians and/or the public including parent handbooks, leaflets, brochures, newsletters, bulletins, newspaper announcements, websites and advertisements that mention food service, food or meals.

The statement for use in the CACFP is:

*"The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)"*

*If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).*

*Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish)*

Material that is too small to permit the complete non-discrimination statement (i.e., brochures, coupons, electronic benefit cards, flyers, classified advertising in newspapers that mentions food

service, food or meals and other media of less than a page) must include, at a minimum, the USDA's short nondiscrimination statement, which is: in print size no smaller than the text, that:

*"This institution is an equal opportunity provider and employer."*

Existing printed publications and materials that do not include the non-discrimination statement may be brought into compliance by affixing a label that includes the appropriate non-discrimination statement.

Please refer to the civil rights posting requirements in the Posting Information policy, MT CACFP 2000-3 Rev 4.

[References: FNS Instruction 133-1 IX Public Notification; 7CFR 226.6(m)1]